

**AGENDA**  
**BOARD OF SELECTMEN**  
**June 12, 2007**  
**7:00 p.m.**  
**Town Building**

**Public Input**

**Chairman's Comments**

**Town Administrator's Report**

**Meeting Minutes**

**7:10 p.m. Building Inspector Appointment**

**7:20 p.m. Joint Boards Meeting on Boards' Roles in Affordable Housing Process**

Community Preservation, Housing Authority, Housing Partnership, Planning Board, Board of Selectmen, and Zoning Board of Appeals

**Visitors**

- 8:10 p.m. Regional Transportation Authority – Donna Jacobs and RTA members
- 8:35 p.m. Approval of Arbor Glen Conservation Restriction and Deed Acceptance – Conservation Commission

**Action/Discussion**

- School Building Task Force Update – Ellen Sturgis
- Selectmen's liaison and committee appointments for upcoming year
- Annual inspector appointments
- Annual dog warrant approval

**Selectmen's Master Planning**

- Follow up on land use planning

**Liaison Reports, if any**

**Correspondence**

**Town:**

- \* Planning Board decisions on Omnipoint and Riverhill Estates, rec'd 5/29
- \* ZBA decisions on 14 Cardinal Court and 32 Dunster Drive, rec'd 5/29
- \* Town Clerk true copy of actions at Annual Town Meeting, rec'd 5/29
- Town Clerk notice on Stow Housing Authority election, rec'd 5/29
- US Fish and Wildlife notice on Crow Island land purchase, rec'd 5/31
- Rep. Walrath notice on cable licensing hearing, rec'd 6/1
- Comcast notice on phase out of analog, rec'd 6/5
- \* Planning Board decision on 566 Gleasondale Road, rec'd 6/7
- Planning Board annual officers and liaisons, rec'd 6/7
- Minuteman Voc Tech School letter on FY08 assessments, rec'd 6/8
- \* Planning Board notice of water storage applic, rec'd 6/8
- \* Please see issuing departments for copies.*

**General:**

- MBTA Advisory Board 5/24 meeting notice, rec'd 5/21
- MMA Municipal Partnership Act info, rec'd 5/21
- MMPA 6/14 meeting notice, rec'd 5/21
- Dept of Public Utilities notice of 6/13 water rate hearing, rec'd 5/21
- MAPC MetroFuture info, rec'd 5/29
- Verizon letter on Cable Choice Act, rec'd 5/29
- US EPA Community Energy info, rec'd 6/5

**Executive Sessions**

1. To discuss Parker Land Court matter, per MGL C.39, s23b.
2. To discuss union personnel matter, per MGL C.39, s23b.

**Adjournment**

Posted 6/8/07

## Prep for Joint Boards Meeting on Affordable Housing, June 12, 2007

### Attendees

Planning Board, Zoning Board of Appeals, Housing Authority, Housing Partnership, Community Preservation Committee, Board of Selectmen

### Roundtable Discussion

- What are the Stow boards' and committees' responsibilities for affordable housing?
- Who should drive the development of affordable housing in Stow?

### Opportunities to Increase Affordable Housing

- Comprehensive permits (40Bs) – 20 percent  
Submitted to ZBA, after ok from MassHousing
- Active Adult Neighborhoods (AANs) Local Initiative Programs (LIPs) – 10 percent/3 percent  
Submitted to Planning Board
- Inclusionary zoning with 6 or more units – 10 percent)  
Subdivisions  
Approval Not Required (ANRs)  
Planned Conservation Developments (PCDs)  
Submitted to Planning Board
- Accessory apartments (in theory)  
Submitted to Planning Board
- Purchase of deed restrictions (CPC)  
Initiated by Community Preservation
- DMR Rental Subsidy Program  
Who owns?
- Non-profit Community Development Corporations (CDCs)
- Others?



## Town of Stow Conservation Commission

380 Great Road  
Stow, Massachusetts 01775  
(978) 897-8615  
FAX (978) 897-4534

RECEIVED

MAY 16 2007

Town of Stow  
BOARD OF SELECTMEN

May 16, 2007

TO: Board of Selectmen  
FR: Conservation Commission  
RE: Acceptance of Gifts of Land

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The Conservation Commission requests approval by the Board of Selectmen for the following gifts of land and interests in land to the Conservation Commission pursuant to Chapter 40, Section 8C. All of the relevant legal documents have been reviewed by Town Counsel. We plan to be in attendance at your meeting on May 22, 2007 in the event that you have any questions.

### Arbor Glen Active Adult Neighborhood Development

Pulte Homes of New England, LLC has been required by a Special Permit issued by the Stow Planning Board on May 1, 2006 and an Order of Conditions issued by the Stow Conservation Commission dated April 11, 2006 to donate a Conservation Restriction on 20.8 acres of land on Hudson Road, and to donate 20.2 acres of land at the rear of the development to the Conservation Commission. The Conservation Restriction has been reviewed and approved by the Massachusetts Executive Office of Environmental Affairs and will be signed by the Secretary subsequent to the Selectmen's approval. Pursuant to the terms of the Planning Board's decision, state MEPA requirements, and deed restrictions placed by Pulte Homes, the land will be managed for continuing agricultural use and conservation purposes.

### Trefry Lane Open Space

Eldamar Development Company, LLC was required by a Special Permit and Certificate of Action issued by the Stow Planning Board on June 25, 2003 and an Order of Conditions issued by the Stow Conservation Commission dated April 15, 2003 to convey 2 parcels of land (Parcel 1, 2.77 acres and Parcel 2, 29.52 acres) off Trefry Lane to the Conservation Commission. The land includes trails connecting to Flagg Hill and a vernal pool.

### Maguire Lane Access Strip

As noted on the October 4, 1993 ANR Plan and approved by the Planning Board on October 6, 2003, Lot 7B is not a separate building lot. A requirement of the approved plan was to convey Lot 7B, a small parcel of land totaling 10,000 sq. ft., to the Conservation Commission to remain as open space in perpetuity. Lot 7B was created in response to an Order of Conditions issued on August 17, 1993 by the Conservation Commission to provide pedestrian access from Maguire Lane to Elizabeth Brook as a benefit to the town.

Please contact Pat Perry in the Conservation Commission office if you have any questions prior to the meeting.



# Ride Here Ride Now

## Transportation in the 495/MetroWest Region and Options Surrounding a Regional Transit Authority

### OVERVIEW

The mission of Regional Transit Authorities (RTAs) is to promote and provide quality public transportation that answers the specific need of particular service areas.<sup>1</sup> In 1999, Massachusetts enacted “forward funding” legislation that changed the way the Massachusetts Bay Transportation Authority (MBTA) received its funding from the state. Part of this legislation provided details about the operation of the 14 different RTAs that were to be locally controlled and operated organizations, independent of the Massachusetts Bay Transportation Authority (MBTA). These Transit Authorities were jointly funded by the participating communities and the Commonwealth through the Executive Office of Transportation. Under this original legislation, many communities in Massachusetts were prohibited from joining an existing RTA or forming a new one. This took local control for transportation services away from cities and towns. The result was the formation of many disparate, independently operated transit services with no overall system.

In June of 2006 the legislators of the 495/MetroWest delegation were successful in securing the statutory reforms necessary to allow most of those prohibited communities to start new Regional Transit Authorities (RTAs) or join existing RTAs. The result of the passage of these reforms has been the Town of Framingham’s formation of a new Regional Transit Authority in MetroWest in December 2006, which the Town of Ashland joined in January 2007. Other communities are now exploring their newly available transit options due to these changes.

At the same time that these statutory changes were being made, long-standing supporters of the need for improved regional access to transit services joined together as the **495/MetroWest Alliance for Transit Services**. This group has taken on the mission of informing communities and interested parties throughout the 495/MetroWest region about all of the new transit options available.





## BACKGROUND ON THE 495/METROWEST REGION

### Existing Services:

- The LIFT (Ashland, Framingham, Holliston, Hopkinton, Marlborough, Milford, Natick, and Southborough)
- Natick Neighborhood Bus
- Numerous MBTA commuter rail stations throughout the region
- The RIDE service for those who qualify in Framingham and Natick
- Peter Pan Bus (from Worcester to Boston, via Framingham)
- Cavalier Coach (to Boston from Northborough, Marlborough, Sudbury, Wayland, and Weston)
  - The Local Connection (designated areas within Southborough and Marlborough)
- Social Service Agency routes
- Private employer shuttles

The I-495 corridor experienced the greatest change in population growth in the Greater Boston region between 1990 and 2000. At the same time, communities within this region had a 69 percent gain in employment. The increasing land use challenges caused by this employment and population growth have added to increased traffic and congestion.<sup>2</sup>

Whereas in the past, the majority of commuters traveled from the suburbs into the central city, now “nationally, suburb-to suburb travel is becoming the dominant commuting pattern.”<sup>3</sup> Between 1990 and 2000 about 64% of the growth in metropolitan commuting was from suburb to suburb.<sup>4</sup> In fact, 57 percent of residents commute to employment centers within the 495/MetroWest Corridor Partnership’s 32 community region.<sup>5</sup> As a result, suburban communities in the I-495 region have developed a pressing need for increased transit services.

During the last 10 to 15 years local transportation services have been implemented throughout MetroWest on an ad hoc basis to meet needs at a particular time. Communities, social service agencies, private carriers, and private employers all currently operate services in the region. The routes serve commuters, as well as the elderly, disabled, and transit-dependent. However, these routes have been established based on the most urgent needs at the time or available funding—not with the thought of creating a comprehensive public transportation system.

## THE NEED FOR IMPROVEMENTS

The current patchwork transportation system leaves many gaps and creates inefficiencies including: insufficient cost-effectiveness, scattered independently operated services, underutilized capacity, inadequate levels of service, a lack of stable ongoing funding sources, and limited marketing opportunities.

The current growth trends, coupled with an ineffective and outdated public transportation system, are impacting the region’s ability to promote economic development and in some cases impeding it.

The need for improved transportation services in the 495/MetroWest region has been well documented in a number of reports conducted by transportation consulting firms and funded by the Executive Office of Transportation.<sup>6</sup>

The region for which the Alliance is advocating includes:

Acton, Ashland, Bellingham, Berlin, Bolton, Boxborough, Foxborough, Framingham, Franklin, Harvard, Holliston, Hopedale, Hopkinton, Hudson, Littleton, Marlborough, Maynard, Medfield, Medway, Milford, Millis, Natick, Norfolk, Northborough, Sherborn, Shrewsbury, Southborough, Stow, Sudbury, Wayland, Wellesley, Westborough, Weston, Wrentham



## BENEFITS OF AN RTA

**Municipal Assessments to an RTA are 100% deductible from MBTA assessments.**  
**For example:**

**Current MBTA Assessment = \$250,000**  
**Assessment to new RTA = -\$100,000**  
**Revised MBTA Assessment = \$150,000**

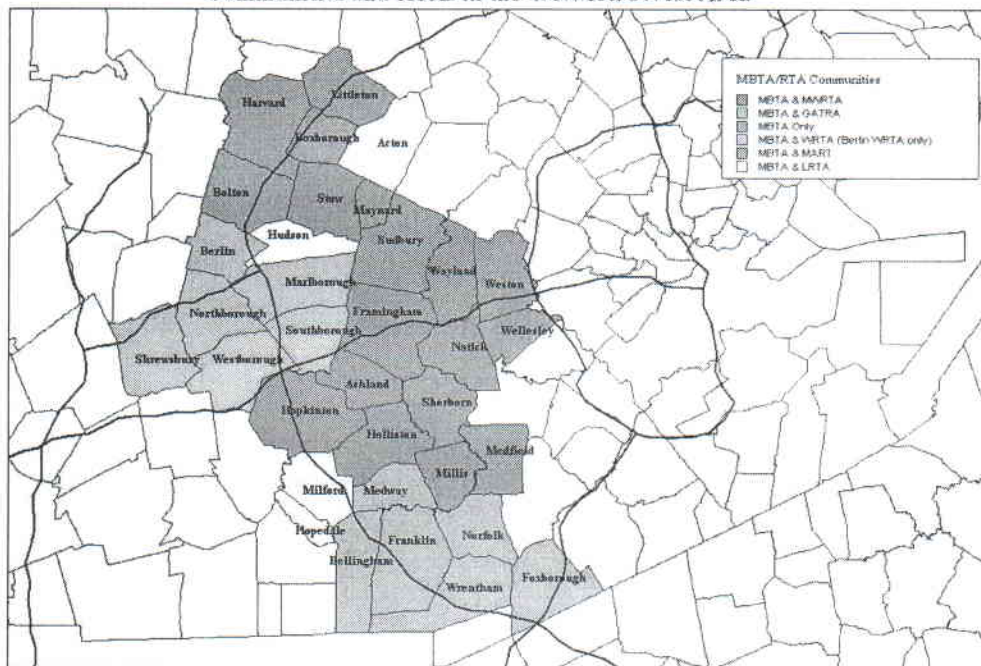
**Net cost to community remains the same**

RTA services can include fixed-route service, as well as on-demand bus, commuter shuttle, and van services, but typically do not include rail service. With the new flexibility afforded by the change in the statute, communities can now begin to look at creative ways to provide increased transit options to address their needs and the needs of the region as a whole.

An RTA offers communities a way to have one coordinated, cohesive transportation system that can provide increased levels of service and improved marketing opportunities. With each community in an RTA represented on the RTA Board, a collaborative approach to regional transportation planning and provision of services can be undertaken.

The specific benefits of an RTA include alleviating some financial responsibility for communities by making them eligible for state and federal funding source. State contract assistance is available to all RTAs and by statute provides a minimum of 50 percent of the total cost of service. On average, the state provides closer to 70–75 percent with communities paying between 25–30 percent. In addition, federal funding sources are available for capital expenditures.

**Communities and RTAs in the 495/MetroWest Area**





### About the Authors

#### *Primary Author:*

**Michele Brooks.** Ms. Brooks is a Senior Associate with the transportation consulting firm of TransAction Associates, Inc. in Waltham. She has worked for more than ten years in the field of transportation demand management. Currently she is a special consultant to the 495/MetroWest Corridor Partnership on the RTA project.

#### *Contributing Authors:*

**Paul Matthews.** Mr. Matthews is the Executive Director of the 495/MetroWest Corridor Partnership, a non-profit regional advocacy organization serving 32 communities through public/private collaboration to address collective constraints.

**Adam Ploetz, AICP.** Mr. Ploetz is the Manager of Sustainable Development programs at the 495/MetroWest Corridor Partnership where he coordinates Partnership efforts that address various issues that effect economic growth including transportation, housing affordability, and workforce development.

### SUCCESSFUL TRANSPORTATION

Research conducted by the Central Transportation Planning Staff indicates that the formula for successful suburban public transit includes:

- Focus on activity hubs;
- Aggressive marketing;
- Linkage to larger services;
- Cost-effectiveness; and
- Transit planning/land-use planning.<sup>7</sup>

The communities of 495/MetroWest now have more resources available to them so they can develop a system of successful public transportation services based on these criteria.

### CONCLUSION

The statutory changes necessary to allow communities within the MBTA district to form a new RTA or join an existing RTA have been made. As of May 1, 2007, Framingham, Ashland, Holliston, Natick, Wayland and Hopkinton have gone forward with a new MetroWest RTA and **it is now up to other communities to decide how they will proceed.**

Communities can begin a process of assessing their transportation needs and evaluating plans to fulfill them. City/town administrators, mayors, city councils, or boards of selectman in communities that are part of the MBTA (with no bus service) can elect to form a new RTA or join an existing RTA including the newly formed MetroWest RTA. Communities may belong to only the MBTA district and one RTA and they may deduct 100 percent of the dues to an RTA from their MBTA assessment.

***To learn more about the new MetroWest RTA or about all of the transit options for your community, contact the 495/MetroWest Corridor Partnership at 774-760-0495 or at [transportation@arc-of-innovation.org](mailto:transportation@arc-of-innovation.org).***

#### **SOURCES:**

- 1] Massachusetts Association of Regional Transit Authorities website. [Http://www.matratransit.com](http://www.matratransit.com). Accessed September 7, 2006.
- 2] Barbara Lucas, MAPC, 2002 Presentation on "Transportation and Community Systems Preservation: MetroWest."
- 3] "Suburban Transit Opportunities Study", Phase I, Central Transportation Planning Staff.
- 4] "Commuting in America III," Transportation Research Board, 2006.
- 5] U.S. Census Bureau, 2000. *Census Transportation Planning Package*.
- 6] "Feasibility Study for Regional Transit Authority in MetroWest, Final Report (2/03)", Multisystems and KKO Associates.
- 7] "Suburban Transit Opportunities Study," Phase I, Central Transportation Planning Staff.

**The 495/MetroWest Alliance for Transit Services (The Alliance)** formed to enhance mobility through increased transit options for those who live, work, and visit the region. Members of the alliance include:

495/MetroWest Corridor Partnership • MetroWest/495 Transportation Management Association • Marlborough Regional Chamber of Commerce • MetroWest Chamber of Commerce • MetroWest Growth Management Committee • Metropolitan Interfaith Congregations Acting for Hope (MICAHA) • TransAction Associates, Inc.

To: Stow Selectmen  
From: School Building Task Force  
Ellen Sturgis, Chair; Gary Bernklow, Treasurer; Bill Byron, Pete Rhoads, Lynn Colletti, Tom Ryan, Sara Kilkenny, Lisa D'Alessio, Norm Farris, Steve Quinn, George Nisotel, Michael Wood (ex-officio).

Re: Recommendations to the next Building Committee  
Date: May 28, 2007

On May 15, 2007, nearly 75% of voters casting ballots supported the one site solution which was comprised of a major renovation of Center School and an addition that would house all of the pre-k through 5 student population. This vote concluded 14 months of hard work, research, outreach and consensus building by the School Building Task Force. The approved option represents a strong signal that the Town has found a solution it can agree on and is ready to move forward. In today's dollars, the estimated cost is about \$30 million, based on traditional construction methods and the conceptual design laid out by our architectural consultants, SMMA.

This letter is to ensure that the lessons learned during the process are not lost and are included in the work of the next Building Committee.

All of the Task Force members had voted this our preferred option for the following reasons:

- Center of town location
- Ongoing efficiencies in one school
- Value of having "schools within a school"; small learning environments yet all students and staff under one roof
- Best use of current school (Center)
- Expands the school campus arrangement with Hale
- Pompo could be turned over to Town for municipal uses, of which there are many
- Lowest construction time of all final options (30 months, based on traditional construction)
- Construction period requires less student disruption
- Minimize need to rent modulars during construction

The final Master Plan report submitted by SMMA covers a majority of the work the Task Force has completed and will not be repeated here. That report should be considered an integral part of our recommendations to the Selectmen and the Town of Stow.

We understand that the design proposed by the architect is conceptual in nature; and premature/preliminary, given the limited information of site restrictions. However, there are parts of the proposal we believe should be maintained if at all possible:

- Two parking lots to split up the traffic flow and reduce use pressure on Rte. 117
- Maximize use of existing field space, both for school day and after school activities



- Use the existing building for Grades 4-5: the classroom walls would not need to be changed in order to meet size requirements for older elementary classrooms
- Separate out the gym and cafeteria spaces: each have heavy demands especially with six grades sharing one building
- Save the existing gym building if at all possible albeit with potentially different uses: the gym's exterior design and physical presence adds to the look and feel of Stow's Town Center.
- Expansion potential: the conceptual design shows space for additional 4/8 classrooms if needed into the future. This is critical to avoid more costly changes in the future, if enrollment exceeds projections

Alternative construction: the Task Force has discussed both pre-cast/modular construction as well as steel buildings throughout our tenure. We had committee members who did research on this, visited buildings that were modular construction and arranged for a guest speaker to speak to the committee about construction options. Many of us are of the opinion that this could be a straight forward way to reduce the total project cost to the town: it has the potential of shortening construction time by up to one full year and it could reduce actual construction costs by 10-15%. There are some possible constraints, given Massachusetts' bid laws, but with the use of Construction Management at Risk, we believe modular construction could be feasible. We strongly urge the next Building Committee to research this at the outset of their work; if it meets with school construction and regulatory guidelines, it should be included as part of the bid process when looking for a design firm as it is integral to its success to start early. A number of resource materials on this subject can be found in our committee files.

Green/sustainable design: In this area as well, a number of committee members did separate research, visited schools that had incorporated green/sustainable design into both school renovation and new construction projects. There are incentive points available from the MSBA for incorporation of green concepts to any building project, so we encourage the Building Committee to consider this in the final design. Unfortunately, as Stow has a municipal power company, we are not eligible for the Mass. Technology Collaborative grants which have funded much of this work in other schools; however, we do believe there are standard design features that can be incorporated to both make us eligible for the MSBA "perks" as well as reduce operating costs going forward. A number of resource materials on this subject can be found in our committee files. Alternative funding and financial support mechanisms (with the Mass Technology Collaborative, Hudson Light and Power, etc) should continue to be investigated as project development proceeds.<sup>1</sup>

Offsetting the cost of the project: One aspect of our charge was to consider the cost of the project and the impact on the taxpayers of Stow. We tried throughout our deliberations to see where the difference of wants and needs were and to find a balance in

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<sup>1</sup> Examples: wireless laptop initiative (<http://www.mtpc.org/institute/berkshire.htm>); MTC green school funding solar panels, etc ([http://www.masstech.org/renewableenergy/news/clip\\_5\\_10\\_07\\_green\\_school.html](http://www.masstech.org/renewableenergy/news/clip_5_10_07_green_school.html))

our final outcome. Residents approached us with suggestions for fundraising to offset the costs to the taxpayers. Though we ran out of time on this, we encourage the Selectmen to support these efforts. Professional fundraisers believe there is strong potential to raise significant dollars. Additionally, the possibilities of corporate underwriting should be explored to the extent practicable as synergies can be found between school system needs and possible corporate interests.

Hale needs: Though not part of our original charge, we asked the architects to investigate the future needs of the Middle School in case there was a potential for a joint venture that would address all the needs of our Stow schools. Though we ultimately proposed no action on Hale at this time, there is key information in the SMMA report which should be noted. Need for additional classrooms is expected though not extraordinary; the more challenging project will be the expansion of the cafeteria which is already overcrowded, due to changes made in the previous renovation project. The selectmen should note this need and direct appropriate staff to investigate possible solutions before it gets to be a critical need. Possible building re-design options have been considered for Hale and are outlined in Task Force proceedings as well as the Master Plan report submitted by SMMA.

MSBA guidelines: It is imperative that the Selectmen and potential/future members of the Building Committee get a complete knowledge of the new guidelines for reimbursement as these are dramatically different than the past SBAB. It is interesting to note, for example, that there are incentive points available, not only for green construction but for a number of the topics raised here:

- Incentive Points (963 CMR 2.18)
  - 3% Innovative Community Use
  - 2% Energy Efficiency
  - 0-8% Maintenance of Other Buildings
  - 0.5% match for every 1% privately raised....
  - 4% "Alternatives to Construction"
  - 0-5% for Renovations:
    - 5% Reno
    - 4% Major Reconstruction
    - 0% New

The MSBA is just officially opening for business as of July 1, 2007 and is overwhelmed with the number of Statements of Interest submitted and the number of towns interested in applying for assistance. But we have now experienced what the value of direct communication with them can do for our work going forward, and are confident we can work with them to make sure Stow can make the most of state reimbursement while moving forward on our need to solve our overcrowded schools.

Continuity: Finally, we acknowledge that, given the amount of research and learning we have experienced over the last year, it would be beneficial if there were some continuity

in membership from the SBTF to the next building committee. This will have to be weighed alongside the requirements of the committee makeup as outlined by the MSBA.

The Task Force was a new model in addressing a complex subject; the Selectmen proposed a creation of a committee that included essentially all sides of a decade's old discussion that had yet to create a successful proposal. We represent long time and relatively new residents, families with kids in the schools currently as well as those that are more focused on their grandchildren: and everything in between. But we have been able, over these last fourteen months, to come to the table and acknowledge the different and at some times opposing goals and yet found a compromise that we were happy with. We encourage the Selectmen to have a further discussion on the value of this type of committee and its potential for solving other tough issues in town.



**Stow School Building Task Force (SBTF)**  
**Monday, May 21, 2007 7:30pm**  
**Town Building COA**  
**Final Meeting Minutes**  
**By Ellen Sturgis**

**Attendees:** Tom Ryan, Lynn Colletti, Lisa D'Alessio, Norm Farris, Gary Bernklow, Sara Kilkenny, Steve Quinn, Rob Kaufman (facilitator), Ellen Sturgis (chair), Michael Wood (ex-officio) [arrived 8:10pm], Rick Lent (facilitator), Lorraine Finnegan and Phil Poinelli, SMMA Architects.

**Absent:** George Nisotel, Peter Rhoads, Bill Byron

**Visitors:** Ernie Dodd, Jim Sauta

- 1. Announcements/checkin;**  
Norm: "Yeah!" we did it!
- 2. Public Comment:** "Amen" by Jim Sauta; Ernie suggested that a new building committee will need to be formed and urged members of the SBTF to consider volunteering.
- 3. Correspondence:** Letter to MSBA Director Craven by Ellen (distributed by email) sent on 5/17/07. Lisa drafted a thank you letter to the public. Gary moved that the committee approve sending this to the local papers; Norm seconded. Approved unanimously.
- 4. MSBA final bill:** Tom asked that there be an explanation of the discrepancy between some key information on the MSBA site evaluation and the SMMA figures (for example, total square footage at Hale). Lorraine suggested that this should be separate from the report and was more the responsibility of the District. It was agreed that SMMA would work with Michael Wood to draft a letter to MSBA when the Master Plan report disk is sent that highlights these differences. Gary moved we approve \$16,300 as final payment for services rendered by SMMA. Norm seconded. Steve asked if all existing documents, particularly building plans and site work, has been given to the Town/District. Lorraine confirmed that Bill Spratt has electronic copies of all the maps and plans they used. Tom suggested we ensure the Building Inspector also get these electronic files for future use, since the buildings are actually owned by the Town. **The committee voted unanimously to approve the final payment.**
- 5. Approve Minutes of April 23, 2007**  
Tom made a motion to approve the minutes as "almost perfect". Sara seconded. Unanimous

**6. Approve Minutes of May 7, 2007.** Ellen distributed an edited version of Rob's first draft. Due to this being the last meeting, Tom made a motion to accept the minutes of May 7 and May 8 including the minutes taken by Susan McLaughlin as amended (see later vote authorizing Ellen to attend to final changes). Seconded by Gary. Unanimous approval. [Michael Wood arrived at this point]

**7. Final Report of SMMA** Lorraine distributed bound copies of the full Stow Public Schools Master Plan dated 5/15/07. This included one unbound copy for ease of future copying, two CDs with the full report (one intended for the MSBA), and copies for each committee member. A request was made to include the executive summary on the SBTF website, and to ensure the Library (and possibly Historic Commission) get a copy of the report as well. Rob noted that the Evaluative Criteria list was missing; Lorraine will add to key copies. Sara moved that we accept the Final Report of May 15, 2007 pending the inclusion of the evaluative criteria page. For: Gary, Stephen, Tom, Sara, Lisa, Ellen, Norm. Against: Lynn. Passed and accepted. Appreciation for all the work done by SMMA in general, and Lorraine and Phil in particular was noted.

#### **8. Other Business**

- Sara made a motion to authorize Ellen as Chair to:
  - complete the DCAM evaluation (required for all public bids)
  - review and approve the minutes of May 8<sup>th</sup> by Susan McLaughlin
  - review and approve the letter to MSBA that will accompany the electronic version of the Master Plan
  - complete final report to the future building committee
  - Anything else required of the Task Force following the dissolution of the committee.

Gary seconded. Passed unanimously

- Gary provided a final financial report which noted that we spent \$2,162.97 on non-SMMA expenses and \$92,500 on the SMMA contract. This leaves a balance of \$21,660.03 to be turned back to the town.

#### **9. Final report by SBTF to the Selectmen**

Ellen had circulated a draft "report to the future building committee". A number of comments were collected. Norm then made the motion to accept as amended; Lisa seconded. Approved unanimously.

#### **10. Reading of Minutes of 5.21.07**

Ellen read her draft of the minutes as taken. Tom moved to accept minutes as read; Sara seconded. Unanimous.

#### **11. Final Motion**

Phil wanted to note that we've been a great committee to work for, that the process of taking it to the people/community from day one was a great process and one that the MSBA should take note of.

Ellen made a motion, that

- being that this committee has worked extremely diligently over fourteen months to bring a solid proposal to the town, and
  - being that this proposal was passed overwhelmingly both at Town Meeting and at the polls; and
  - given that we have more than completed the charge assigned to us in March 2006; and
  - given that this has been a most terrific committee to work for;
- resolved that the Task Force recommend to the Selectmen that the School Building Task Force be dissolved. Gary seconded. With a toast of sparkling grape juice, the vote was unanimous.

Gary made a motion to adjourn at 9:10pm

Tom seconded the motion.    Approved: unanimously





## Town of Stow BOARD OF SELECTMEN

Stow Town Building  
380 Great Road  
Stow, Massachusetts 01775  
(978) 897-4515    [selectmen@stow-ma.gov](mailto:selectmen@stow-ma.gov)    Fax (978) 897-4631

Listed below are annual appointments that expire June 1, 2007. If you are interested in any of these positions, please forward your letter of interest to the Board of Selectmen's office by 5:00 pm on Friday, June 1, 2007. These appointments will be made on Tuesday, June 12, 2007.

Wire Inspector

Charles A. Saari

Deputy Wire Inspector

Kenneth A. Desmond

Robert W. Norton

Gas Inspector

Ray A. Smith

Deputy Gas Inspector

Robert Smith

Plumbing Inspector

Eric S. Sahlberg

Deputy Plumbing Inspector

Ray A. Smith

Local Building Inspector

Douglas Hyde

Ray A. Renzoni

Forest Fire Warden

David B. Soar, Stow Fire Chief

Posted 5/21/07



**Town of Stow**  
**BOARD OF SELECTMEN**

Stow Town Building  
380 Great Road  
Stow, Massachusetts 01775  
(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631

To Susan Latham, Animal Control Officer of Stow:

In the name of the Commonwealth of Massachusetts, you are hereby required to proceed forthwith to seek out, catch and confine all dogs within said town not duly licensed, collared or harnessed, and tagged, according to the provisions of Chapter 140 of the General Laws, and you are further required to make and enter a complaint against the owner or keeper of every such dog, and to kill or cause to be killed by methods of execution other than gunshot except in case of emergency, T-61, so-called, an euthanasia solution not under the control of the Federal Drug Enforcement Administration, unless by a veterinarian, succinylcholine chloride, any drugs that have a curariform-like action, electrocution or any other method which causes an unnecessarily cruel death, each dog which after being detained for a period of ten (10) days, shall not then have been duly licensed, collared or harnessed, and tagged, except that any male or any spayed female dog not found to be diseased may be made available for adoption for not less than three dollars (\$3.00), and you shall keep an account of any such adoptions and forthwith pay over the money to the Town Treasurer. Before delivery of any dog so adopted you shall require the purchaser to show identification and to register and procure a license and tag for such dog from the Town Clerk of the town where the dog is to be kept, in accordance with the provisions of Section 137 of said Chapter 140 of the General Laws.

Hereof fail not, and make due return of this warrant with your doing therein, on or before the first day of October next, on or before the first day of January next, and on or before the first day of April next, and at the expiration of your term of office, stating the number of dogs caught, confined and/or killed, or adopted, and the name of the owners or keepers thereof, and whether all unlicensed dogs in said town have been caught, confined and/or killed, or adopted, and the names of persons against whom complaints have been made under the provisions of said MGL Chapter 140, and whether complaints have been made and entered against all the persons who have failed to comply with the provisions of said Chapter 140.

Given under my hand and seal at aforesaid the 12<sup>th</sup> day of June, 2007.

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Stephen Dungan  
Chairman, Board of Selectmen



4/8 - will probably need a joint appt  
by Housing Authority & Selectmen.  
JH

TO: ✓ Board of Selectmen  
Stow Housing Authority  
FROM: Linda Hathaway  
DATE: May 24, 2007

**Town of Stow**  
**OFFICE OF THE TOWN CLERK**

Town Building - 380 Great Road  
Stow, Massachusetts 01775-2127

(978) 897-4514 x 1  
FAX (978) 897-4534

**RECEIVED**

**MAY 29 2007**

Town of Stow  
BOARD OF SELECTMEN

RE: Annual Election May 15, 2007  
Stow Housing Authority, 5year term to expire in 2012

Kristin Marie Donovan received the highest number of votes (9 write-ins) for the Stow Housing Authority position. I received the letter from Kristin, today May 24<sup>th</sup>, declining the election to the Housing Authority. A vacancy exists and may be posted for a joint appointment by the Board of Selectmen and the remaining members of the Stow Housing Authority.

The following Stow voters each received one vote:

Eric Bachtell  
Kenny Banks  
Ellen Cataldo  
David Cote  
Mark Cummings  
Bruce Fletcher  
Kevin Forsyth  
Kevin French  
Serena Furman  
Amante Gaines  
Meredith Green  
Ed Grund  
Kristin Hemink  
Theodore Johnson  
Greg Jones  
Mike Kopczynski  
Stephen Lyle  
Carole Makary

Eric Masi  
Liam McMahon  
Christine Midwood  
William Murphy  
Ed Newman  
Fernando Osorio  
Jamie Salamone  
Jim Sauta  
Jeff Smith  
Larry Stafford  
Henry Tarbi  
Elizabeth Tobey  
John Toole (current mbr)  
Karen Townsend  
Janet Wheeler  
William Yapp  
Bob Zelle

The following received three votes:  
*Robert Larkin (current member)*



BOARD OF SELECTMEN

*Joseph M. Denneen, Chair*

*Albert A. DeNapoli, Vice Chair*

*Christopher S. Timson, Clerk*

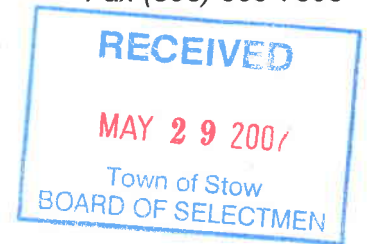
*Michael F. Caron*

*Catherine E. Winston*



**TOWN OF WALPOLE**  
**COMMONWEALTH OF MASSACHUSETTS**

Walpole Town Hall  
135 School Street  
Walpole, MA 02081  
Phone (508) 660-7277  
Fax (508) 660-7303



May 17, 2007

Stow Board of Selectmen  
380 Great Rd  
Stow, MA 01775-2127

Dear Members of the Stow Board of Selectmen:

For several years now, our community has heard concerns from many other communities in Massachusetts about the negative impacts that have resulted from the development of so-called "Unfriendly 40B" projects. We share those concerns and are dealing with the effects of a 300-unit project on Route 1 in our Town. Yet despite the concerns, little if anything seems to have occurred at the State level to truly understand, diagnose, and finally correct the problems that the 40B legislation has created. Newer forms of legislation, such as "40R" and "40S" have been introduced in recent years to give some control back to cities and towns, but the underlying dilemma posed by the allowance of subdivisions that essentially follow no community by-law or regulation and are unwelcome by local permitting boards has not changed. We believe that now is the time to change it.

Attached please find a letter that we have sent to members of our legislative delegation seeking an immediate suspension of that part of the law that allows for unfriendly 40B applications. We are recommending that the time created under this moratorium be utilized by local and state leaders to come together to dissect Chapter 40B, identify the problems, and permanently fix the problems that we deal with year in and year out. Following this process, it is anticipated that a much better piece of legislation will be introduced, and the true original intention of providing affordable housing to residents of the Commonwealth will be reality. Please also be assured that it is our suggestion that the provisions of 40B that allow communities to work with developers on jointly-supported projects, such as Local Initiative Plans, not be part of the moratorium. At the end of the day, development that respects a community's home rule and right to "plan" is in everyone's best interest.

After you review the attached correspondence, we respectfully ask that you join with us in this most important endeavor. We ask that your Board vote to support this request for legislation, and that you also notify your legislators asking them to sign-on. Finally, we request that you notify our Board of your vote in order that we may record the many communities who share our concerns.

We thank you for all that you do and your support moving forward. If we can be of any assistance to you, please do not hesitate to contact us.

Very truly yours,

Joseph M. Lemmon  
Albert G. DeFoli  
Cliff

Michael E. Connor  
Catherine S. Winston  
WALPOLE BOARD OF SELECTMEN

**BOARD OF SELECTMEN**

**Joseph M. Denneen, Chairman**  
**Al DeNapoli, Vice Chairman**  
**Christopher G. Timson Clerk**  
**Michael F. Caron**  
**Catherine E. Winston**



**TOWN HALL**  
**135 School Street**  
**Walpole, MA. 02081**  
**(508) 660-7277**  
**(508) 660-7276**  
**(508) 660-7303 Fax**

May 16, 2007

The Honorable James Timilty  
Massachusetts Senate  
Massachusetts State House  
Room 518  
Boston, MA 02133

Dear Senator Timilty:

Please accept this letter as a request for your support in filing legislation that will cause the immediate suspension of MGL Chapter 40B, the Comprehensive Permit Law, as it applies to applications for comprehensive permits not supported by the community, applications more commonly referred to as "unfriendly 40Bs". We truly understand the need, and support affordable housing for all citizens; however, it has now become widely recognized that the law is simply not being applied as fully intended in communities across the Commonwealth. Moreover, during this period of continued fiscal uncertainty in most cities and towns, we feel it would be a considerable benefit to suspend these current regulations until a thorough and exhaustive review of the existing forty year old legislation and the challenges it has and is causing cities and towns.

Many communities, as well as our own, continue to deal with the adverse impacts these housing projects have had. As you are aware, in 2005, a 300-unit rental project was completed and occupied in Walpole. That has resulted in a sharp increase in demand for town services, including public safety and schools, and continues to create problems for our town given its location on Route 1 just north of Gillette Stadium. And as we sit today, less than two years after realizing the impacts of the 300-unit development, we are now facing the prospect of another 240-plus unit rental project in our downtown that has the potential to have a significant unplanned impact on the character of our historic town center. Add these together with several proposed 40B developments in the Town of Sharon along or near the Walpole line, and it is not surprising to realize that the costs incurred as a result of such rapid and unplanned growth will outpace a community's ability to meet the service demands they generate. Further, it undermines local zoning by-laws and ordinances that truly represent how citizens of a community want their city or town to look and feel. And at worst, it has become a misused tool for some developers to maximize profits by placing housing in unsuitable and misplaced locations rather than in well-planned and appropriate areas in communities.

Please be assured that the Board of Selectmen is not seeking to eliminate Chapter 40B completely. Nor is the Board seeking to avoid its obligation to the citizens and businesses of the Commonwealth to increase the affordable housing stock. In fact, we are currently involved in a process to create a Housing Production Plan to expand our affordable housing base. Rather, we are suggesting that a moratorium on the filing of unfriendly 40B applications will give Walpole and all communities an opportunity to



cc: Representative Richard Ross  
Representative John Rogers  
Representative Louis Kafka



# United States Department of the Interior

## FISH AND WILDLIFE SERVICE

300 Westgate Center Drive  
Hadley, MA 01035-9589



In Reply Refer To:  
FWS/Region 5/NWRS



Town of Stow  
380 Great Road  
Stow, Massachusetts 01775

MAY 25 2007

To Whom It May Concern:

The U.S. Fish and Wildlife Service proposes to acquire 129 acres from three separate landowners for addition to Assabet River National Wildlife Refuge (NWR) in Stow, Massachusetts. Our purchase of these lands would permanently protect this important wildlife habitat by adding them to the National Wildlife Refuge System. We would appreciate any comments you may have on this proposal within 30 days of this letter.

The first property, illustrated on Map R-23, Parcels 1, 3, 4, and 5 (enclosed), is known as Crow Island. These lands run from White Pond Road west to the intersection of Sudbury Road and Barton Road and total approximately 66 acres. These lands include an island, a former railroad grade, palustrine forested wetland, and emergent wetland. Crow Island is within the Assabet River and is accessible to motor vehicles by a short causeway from the railroad grade. The island is upland with the interior composed of mowed grass, with the exception of a man-made pond near the middle of the island. The edge of the island supports mature trees around its periphery and has steep banks which extend down to the vegetated riparian zone adjacent to the river. The island is currently used for many recreational activities and supports a grassed landing strip for a small airplane. There are several small cabin-like outbuildings and a large metal storage building. The railroad grade, which is used to get to the causeway, is accessed from White Pond Road. This railroad grade runs west to the intersection of Sudbury Road and Barton Road.

The second property, illustrated on Map R-13, Parcel 13 (enclosed), runs from Crow Island west to Sudbury Road along the Assabet River, and encompasses 54 acres. These lands support a diversity of habitats including upland with mature deciduous/coniferous trees with a sapling and shrub understory, palustrine forested wetland, emergent wetland vegetation, vernal pools, and open water.

The third property, illustrated on Map R-24, Parcel 12 and Part of Map R-13, Parcel 13 (enclosed), is approximately 17.95 acres in size. It is located between the Assabet River and the former railroad grade with frontage on the river. The habitat supports both mature upland forest consisting of white pine and several species of oaks and scrub-shrub wetland in the riparian area of the river. It directly connects with the other properties described above.

The diverse habitats that these lands encompass support many species of wildlife including waterfowl, wading birds, and shorebirds which utilize the Assabet River corridor, neotropical migrant landbirds and raptors which are using the adjacent forested areas, and amphibians and reptiles which are utilizing the river riparian areas and the vernal pool complexes.

There are currently no wildlife-dependent public recreational uses occurring on these parcels. By policy, we plan to allow public uses on the parcel as determined appropriate and compatible by Assabet River NWR (603 FW 1 and 2).

If you have any questions, or would like additional information, please feel free to contact Wildlife Biologist Carl Melberg at the address above, or toll free at 877-289-8495, extension 8521.

Sincerely,

A handwritten signature in black ink that reads "Steve Funderburk". The signature is written in a cursive, flowing style.

Steven L. Funderburk  
Division Chief  
Conservation Planning and Policy

Enclosures









*The Commonwealth of Massachusetts*

HOUSE OF REPRESENTATIVES  
STATE HOUSE, BOSTON 02133-1054

REP. PATRICIA A. WALRATH

3RD MIDDLESEX DISTRICT

BOLTON - HUDSON  
MAYNARD - STOW

DISTRICT OFFICE:  
TEL. (978) 897-9088



House Chairman  
Joint Committee on  
Health Care Financing

ROOM 236, STATE HOUSE  
TEL. (617) 722-2430  
FAX (617) 722-2346

May 31, 2007

Board of Selectmen  
Town of Stow  
380 Great Road  
Stow, MA 01775

Dear Selectmen:

You have previously contacted me with your concerns about pending legislation that would affect local control of cable franchising and access to programming.

The Joint Committee on Telecommunications Utilities and Energy will hold a public hearing on *H 3385* and *S1975*, both titled *An Act Promoting Consumer Choice and Competition for Cable Service*, on Tuesday, June 5, 2007 at 10:00 AM in Gardner Auditorium in the State House. The Chairmen of the Committee expect that a large number of attendees will testify at the hearing and have asked that those testifying form panels whenever possible. Each person, whether they are a member of a panel or testifying as an individual, will be given 2 minutes to speak.

If you do not plan to attend and would like to submit written testimony, you may send or fax it to my office and I will have it delivered to the Committee. Written testimony will continue to be accepted after the hearing date up until the time the Committee holds an executive session on the bills. I have attached further information on hearings and testimony for your reference.

Please contact my office if you have any questions or need further information.

Sincerely,

PATRICIA A. WALRATH  
State Representative



June 1, 2007

Town of Stow  
380 Great Road  
Stow, MA 01775

RE: Phase Out of Analog Cable Boxes

Dear Municipal Customer:

At Comcast, we are working hard to improve our services and to bring the latest technology and products to our customers, like Digital Cable with ON DEMAND, Digital Video Recorders, high-definition service and the fastest high-speed Internet service around. In order to offer such advanced products it is necessary for us to make some changes to the way in which we deliver our video services.

Our records indicate that the Town of Stow currently has at least one analog converter box in service at this time. Beginning June 5, 2007 on a phased basis through July 1, Comcast's digital network will no longer support these analog converter boxes and these converters will cease to work. Affected customers have already been notified by letter and postcard and received a phone call to facilitate this change and insure a continuation of service.

If you are using a cable ready television, a digital set-top box is not required to view the Standard Cable Service that you are currently receiving as a courtesy service. Most televisions will accept a cable signal directly from the cable wire without the converter. Please return the cable box to the nearest local service center at your earliest convenience.

If you do require a cable box to receive your service, we encourage you to trade in your existing analog converter box for a digital set-top box. This digital set-top box costs \$3.99 a month, but offers more features than the analog box, including: access to ON DEMAND programming, an Interactive Program Guide, digital music channels, Access to Pay-Per-View, and enhanced parental control features.

If you choose to do so, you can exchange your current analog box for a digital set-top box at the local service center; a list of service center locations is enclosed for your convenience. Or if you prefer, you can call Matthew MacIsaac at 978.692.1906 x2077 and arrange for a Comcast technician to install the new box for you.

Attached you will find a list of municipal accounts for the Town of Stow that will be affected by this change. In order to minimize confusion, we are asking that the Town notify the affected departments and relay to them the information contained in this letter.

For more information or if you need assistance with any other cable related matter, please call me at 978.692.1906 x2052 or you can send an email to [Timothy\\_Kelly@cable.comcast.com](mailto:Timothy_Kelly@cable.comcast.com)

Sincerely,

A handwritten signature in black ink, appearing to read 'Timothy Kelly', with a stylized, cursive script.

Timothy Kelly  
Sr. Manager of Government & Community Relations

Enclosures

Planning Board  
380 Great Road  
Stow, MA 01775  
Tel: 978-897-5098  
Fax: 978-897-2321

## Town of Stow

# Memo

RECEIVED

JUN 7 2007

Town of Stow  
BOARD OF SELECTMEN

**To:** Linda Hathaway, Town Clerk  
**From:** Karen Kelleher *Karen*  
**CC:** Board of Selectmen  
Master Plan Committee  
Community Preservation Committee  
**Date:** June 6, 2007  
**Re:** Planning Board Annual Elections

At its meeting of May 22, 2007, the Planning Board held its annual elections and voted to appoint the following:

Chairman – Ernest E. Dodd  
Vice Chairman – Laura Y. Spear  
Clerk – Leonard H. Golder  
ANR Plan Endorsement – Kathleen A. Willis and Karen Kelleher  
Zoning Board of Appeals Liaison – Stephen Quinn  
Community Preservation Committee Designee - Laura Y. Spear  
Master Plan Committee Designee – Ernest E. Dodd  
MAPC and MAGIC Liaison – Donna M. Jacobs  
Non-voting Associate Member – Malcolm S. FitzPatrick

At its meeting of June 5, 2007, the Planning Board voted to appoint Bruce. E. Fletcher as a Voting Associate Member for a one-year term.





# Minuteman

School of Applied Arts & Sciences

May 31, 2007

RECEIVED

JUN 8 2007

Town of Stow  
BOARD OF SELECTMEN

Ms. Carol Vogel  
Town Treasurer  
Town Hall  
Stow, MA 01775

Dear Ms. Vogel,

Pursuant to Section V (c) "Final Operating and Maintenance Budget" of the Minuteman Regional Vocational Technical School District agreement, I hereby certify that the Town of Stow's respective share of said budget is \$954,573 for the fiscal year 2008 (2007/08). The total budget prior to subtraction of non-assessment revenue is \$16,745,769.

We have established the following schedule which will allow for compliance with Section XI "Fiscal Year".

|                             |                           |      |         |
|-----------------------------|---------------------------|------|---------|
| On or before August 1, 2007 | 119,321                   |      |         |
| On or before Sept. 1, 2007  | 119,322                   | 25%  | 238,643 |
| On or before Oct. 1, 2007   | 111,367                   |      |         |
| On or before Nov. 1, 2007   | 111,367                   |      |         |
| On or before Dec. 1, 2007   | 111,367                   | 60%  | 572,744 |
| On or before Jan. 1, 2008   | 47,728                    |      |         |
| On or before Feb. 1, 2008   | 47,729                    |      |         |
| On or before March 1, 2008  | 47,729                    | 75%  | 715,930 |
| On or before April 1, 2007  | 119,321                   |      |         |
| On or before May 1, 2007    | <u>119,322</u><br>954,573 | 100% | 954,573 |

Please consider this letter as request for payment according to the above schedule.

Sincerely,

Janet B. Killeen  
Business Manager

cc: Chairman, Finance Committee  
Chairman, Board of Selectmen  
William Wrigley, Town Admin.  
Minuteman Regional High School

758 Marrett Road Lexington, MA 02421-7313 tel: 781-861-6500 fax: 781-863-1747 TDD: 781-861-2922 www.minuteman.org

Quality education for Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston.